

# CTE Skill Certificate Test Performance Documentation

**This document must be submitted to the test coordinator along with the test scan sheets at the time of testing. It will be submitted to the USOE for the audit and a copy kept on file for two years.**

**Course: Retailing**

**Test Number: 407**

**School:**

**Instructor's Name:**

**# Students in course:**

**# Students tested:**

**Date:**

This is to verify that the students on the attached class roll\* accomplished the following performance objectives at or above the 80% (moderately to highly skilled) level.

Students will select and complete **four (4)** of the **eight (8)** performance objectives to fulfill the state requirement for performance. One performance objective should be chosen from each standard.

1. Students will choose a product and then show the channels of distribution that might be used for this product.
2. Students will choose a product and then show the channels of distribution that might be used for this product.
3. Students will use target marketing techniques to define the target market for a specialty retail store in their area.
4. Students will analyze the merchandise plan for a retail store and recommend changes or improvements for the store.
5. Design a retail store layout or blueprint identifying different types of displays.
6. Design a retail sales promotion for a product or service.
7. Choose a successful person involved in retailing and research personal qualities, aptitudes, and skills this person has which make him/her successful.
8. Prepare a resume, which will include personal information, position you are seeking, work experience, education, involvement in extra activities, and references.

Each performance is documented and kept on file for two years. (check one or more)

- ☐ Individual student performance tracking sheets
- ☐ A class period summary score sheet
- ☐ Recorded and identified in the class grade book

Instructor's Signature: \_\_\_\_\_

\*Attach a copy of the class period roll and draw a single line through any student on the roll not accomplishing ALL required performance objectives at the 80% (moderately to highly skilled) level.